

THE MATTABASSETT DISTRICT

Memorandum

Date: September 11, 2013

**Subject: Agenda - Monday
September 16, 2013
Board Meeting**

To: Board of Directors

From: Brian W. Armet

AGENDA

Roll Call

1. In accordance with Section 2-4 of the Charter, the following officers shall be voted upon by ballot from its membership:
 - a. Chairman
 - b. Vice-Chairman
 - c. Secretary
 - d. Treasurer
 - e. Deputy Treasurer

Public Speakers

	<u>Pages</u>
2. Minutes of the meeting of August 19, 2013	1 - 3
3. Treasurer's Report	4 - 11
a. Receipts & Expenditures - Fiscal Years 12-13 & 13-14	5 - 6
b. Operating Fund Statement of Income	7
c. Cash Flow Graphs	8 - 10
d. Investment Schedule	11
4. Budget Statement	12 - 14
5. Check Register Report - August 2013	15 - 17
6. Staff Reports	18 - 39
a. Monthly Report	18 - 30
b. Safety/Energy Report	31
c. Operational Profile	32 - 35
d. Monthly Flows & Rainfall for the Past Two Years	36
e. Effluent Quality	37
f. Nitrogen Graph	38
g. Maintenance Graph	39

7. Committee Reports:
 - a. Engineering
 - b. Finance
 - c. Human Resources
 - d. Property Management
 - e. Public Relations
 - f. District Project Construction Committee
 1. C.H. Nickerson's Payment Requisition #16 for July 2013 - \$3,076,808.32
 2. Wright-Pierce's Payment Requisition for July 2013 - \$130,472.32
 3. Change Order #12 for net increase of \$85,470.64
 4. Change Order #13 for net increase of \$17,793.60
8. Counsel's Report
 - a. Executive Session
9. New Business
 - a. Committee Assignments
 - a.1. Finance Committee
 - a.2.
 1. Engineering Committee
 2. Human Resources Committee
 3. Property Management Committee
 4. Public Relations Committee
 5. District Project Construction Committee
 - a.3. Board Clerk – Executive Director, Brian W. Armet
10. Communications
11. Adjournment

The next meeting of The Mattabassett District will be held on **Monday, October 21, 2013 at 7:00 p.m.** in the Administrative Building, Cromwell, Connecticut.